

Checklist of Documents Needed for the IDA Program

PLEASE: DO NOT send the application WITHOUT the following documents
*****Incomplete applications WILL NOT BE PROCESSED*****

CHECK

- ☐ Complete Application
- ☐ Driver's License or Picture ID
- ☐ 3 most current pay stubs for self and ALL other household members
- ☐ Social Security Card or I-TIN# for self and ALL other household members
- ☐ I-94 Card, Resident Card, or Matricula Consular for self and ALL other household members
- ☐ Verification of ALL household income – SSI, SS, Child Support, etc.
- ☐ Proof of residence (water, electricity bill, or lease agreement)
- ☐ Copy of your Credit Report and Score (applicable to Home Buying Program and Vehicle Purchasing Program)
- ☐ Prior Year W-2 Forms for self and ALL other household members
- ☐ Most current year Tax Return for self and ALL other household members
- ☐ Most recent 1099 Form if self employed
- ☐ Investment statements (401k, Pension, etc.)
- ☐ Copy of most current checking and saving balance statements
- ☐ Declaration of Income (applicable only if someone in the household is not working and is over 18 yrs old)

Please Note: Additional qualifications are based on ownership of total assets

****Make sure all these documents have current dates. Please include clear copies. Unclear or missing documents will delay your application process and approval.**

****Please do NOT send original documents, COPIES ONLY****